

## **Information for parents on the identification process for special education**

An identification process for special education should be carried out to review your child's needs for special educational support. The aim of the process is to figure out whether your child's needs for support are so extensive that dealing with them would require special educational support.

The first step of an identification process for special education is to compile reports on the development status of your child, on support measures and on discussions with parents in the school attended to date or in the attended daycare centre. Once the application documents are complete, a diagnostics team from the Special Educational Needs Services (SpFB) is assigned by the responsible state Supervisory School Authority to carry out a diagnosis. The teaching staff will then compile the results of the diagnosis and the recommendations for support in one statement regarding special educational needs. This statement and the recommended education for your child will be discussed with you in a support committee meeting. Based on the recommended education and taking into consideration your wishes as parents, the state Supervisory School Authority will decide if, and to what extent, special educational needs exist. Accordingly their decision will be issued.

The priority of inclusive education of pupils with and without special educational needs is incorporated in article 3 (4) of the Brandenburg School Act (BbgSchulG). Public schools in Brandenburg are equipped in a way that pupils can be individually supported. Since the academic year of 2017/18 there are "schools for collective learning" in the state of Brandenburg. The individual and special educational needs are met by means of internal differentiated learning measures in the existing classes and by further support services.

The course of education is critical for your child's future school-leaving qualification. Pupils with identified special educational needs in the main areas of "speech", "emotional and social development", "hearing", "vision", "physical and motor development" and pupils with autistic behaviour can obtain nationally recognised qualifications from the Standing Conference of the Ministers of Education and Cultural Affairs (*Kultusministerkonferenz*, KMK). Pupils with identified special educational needs in the main area of "learning" will be taught both in inclusive normal classes at a public school and in a special needs school to obtain the school-leaving qualification with "learning" as the special educational need. In contrast to the nationally recognised Standing Conference qualifications, this is a state-wide qualification.

You are a key partner for the school teaching staff and the diagnostics team during the identification process for special education. Your cooperation is very important. If you have any questions about the identification process for special education, you can contact the management of the relevant school and the staff at the Special Educational Needs Services. The procedure and the necessary forms are documented in the guide on the identification process for special education. You can find this guide at school, at the Special Educational Needs Services and on the Berlin-Brandenburg education server.